



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## OSH COMPLIANCE OFFICER III

Job Number: 20000836

Job Code: 33200V160216

Job Group: 3300 - HEALTH INSPECTION

Job Established: 06/16/1982

Job Revised: 02/16/2016

Grade: 14 Salary (MIN - MID):

\$18,075-\$23,944 - Hourly

\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary

\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### **PROBATIONARY PERIOD:**

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Conducts complicated and detailed inspections of workplaces of all sizes to detect safety hazards and to assure compliance with occupational safety and health laws and regulations. Conducts investigations of occupational fatalities and catastrophes. Acts as OSH Compliance Officer IV in his/her absence; and performs other duties as required.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

Graduate of a college or university with any bachelor's degree OR an associate's degree in occupational safety and health.

#### **EXPERIENCE:**

Must have three years of experience in occupational safety and health, safety training or a related field.

#### **Substitute EDUCATION for EXPERIENCE:**

Graduate study in occupational safety and health, safety training, or a related field will substitute for the required experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

Experience in labor relations administration applying OSHA regulations to the workplace will substitute for the required education on a year-for-year basis.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Writes complex and intricate reports of workplace investigations. Issues citations and monetary penalties to employers. Operates technical testing equipment. Attends training seminars and programs. Researches technical publications and literature. Conducts and participates in training sessions, conferences and seminars with labor, management and/or staff. Testifies in quasi-judicial hearings before the Kentucky Occupational Safety and Health Review Commission as a result of contested citations and penalties. Provides technical assistance to employers. Conducts informal conferences for the purpose of settling cases. Recommends safety and health abatement assistance.

**UNIQUE PHYSICAL REQUIREMENTS:**

Incumbents working in this job title may include climbing excessive heights on construction sites, standing or walking for long periods of time.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Work is generally performed in an office setting when preparing reports or evaluating inspections. When conducting workplace inspections or consultations, employees in this job title are exposed to the same working conditions as those employed at the workplace. Exposure to chemicals and potentially harmful or hazardous materials.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Employees in this class are required to undergo yearly physical examinations to ensure they are physically capable of performing the essential duties of the position, capable of safely utilizing required personal protective equipment without posing a hazard to themselves or others, medically fit for the use of respiratory protection, and to ensure compliance with the medical requirements of occupational safety and health standards pursuant to 29 CFR 1910.134 adopted by 803 KAR 2:308. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*